PHOE

App. F. IX-4

Previous References.

1953 : 54
(JTB.)

72 - 54

File No. 72 - ~~53~~ 54

Serial Nos. 1, 2.

Later References.

GENERAL AND REVENUE SECRETARIAT

Serial Nos. 2 .

Part B for January 55.

SUBJECT

Diaries of the Chairman of Kyone Trust Board and Bangalore Bus Board.

WD 01425—GPB—25,000—15-9-1952.

L 14934 / 12. 3. 55

The Director of Printing and Stationery

Requests to Print 250 Copies.

C.F. No. 63]

GOVERNMENT OF MYSORE

Telegram / phone

OFFICE OF the Chairman,
City Improvement Trust Board,
Bangalore.

No. C46/54-55
Encls. One

Date 4th August 1954.

To

The Secretary to Government,
Local Self Government & Planning Departments,
Bangalore.

Sir,

I enclose herewith for information my diary for the month of July 1954.

Instruct Chairman to prepare an abstract under the following heads in his diary every month.

Total estimated Cost of Layouts sanctioned by Govt.

Amt spent by the Bd during the month.

Amt spent up to the end of the month.

Total no. of sites available for disposal on the first day of the month.

No. of sites disposed of by auction / by ordinary function

Balance.

P.T.O

Yours faithfully,

(R. Madhavan)
Chairman.

(2)

No of Letters Sanctioned by Govt.

No of Letters inspected by the Chairman.

No of works Checkmeasured by the chairman.

No of Refers to be replied to from Govt as on 1st of every month.

No of refers Received from Govt for Reply

Total.

No replied.

Balance.

Whether the chairman inspected the Subordinate offices. If so, How many. Has he sent copy of the inspection notes to Govt. for ~~for~~ for.

Whether the Chairman ~~had~~ checked the Stock Register of articles & machinery + certified as to the correctness of stock

3486 — Diary of the chairman, B.T.B. Bangalore for the month of July, 54.

1) Draft letter is put up to call for particulars, — Ref flag 1.

Mr 26/8.30 8.30

2) Put up a typed note to obtain orders of the Secy

31/8

Typ Sec. To furnish typed draft. Mr 4/9.

Letter No. C. 49/54-55 of 4.9.54 from the chairman, B.T.B. forwarding his Diary for the month of August 54 with the letter of 4-10-54 from the same

Office to this Diary for the month of Sept 54.

Letter No. C. Pen.-7-12/54-55 of 5/10/54 from the chairman, Rythu Trust Board forwarding his Diary for the month sept 54

3) Orders of the Asst. Secy in Page 86/ letter of 5/10/54 of the chairman, Rythu Trust Board:-

"should he not give abstracts showing the nos of schemes taken up and number completed. If not please prepare an abstract"

(Sd) V.H
27/14/10

4) submitted .. As seen from the

Diaries that are being received from the chairmen of both the Improvement Trust Boards, it is submitted that they are sent in the prescribed form B (Appendix B) adopted in Govt No L1126 0-64/C-77-127-53-2 dt 8-12-1953 flagged up. Form 'B' may perhaps further be modified providing therein item III, ~~&c~~ as noted below:—

~~1. Total estimates~~

(a) Name of the scheme & estimated cost — Amt spent during the month — Amt spent up to the end of the month.

(b) Number of layouts inspected by ~~the Board~~ chairman — ~~Number of works~~ Remarks on the progress of works.

(c) Whether the inspection of subordinate offices made during the month. If so how many? Has he ~~sent~~ sent copy of the inspection notes to the heads of section and to Govt?

(d) Whether the chairman checked the Stock Register of Articles and Machinery and certified as to the correctness of stock.

(e) Total number of sites available for disposal on the first of every month — number of sites disposed of:— (a) by public auction. (b) without auction. — balance.

3480 ✓ 4055 ✓ Diaries of the chairmen of Mysore (5)
4986 ✓ Trust Boards & Bangalore Trust Boards.
4988 ✓ ~~6408~~ 5441 ✓ 5571 ✓ 6408

For orders whether the ~~form~~ Appendix 'B' may be modified so as to include the other items noted in the previous page and if so, whether this modified ~~form~~ forms may be ordered to be adopted by the chairmen of Trust Boards, and the Commissioners of Bangalore corporation ~~and the~~ and the city municipalities. They may also be requested to see that Diaries are sent to Govt in the form prescribed ~~in the~~ and that use of other forms is avoided. For orders.

Mo 24/10 ~~Sec~~ 26/10 5) pl put up a typed statement of what became written on the letter

29/10

~~submitted with a statement~~.
Mo ~~11/11~~

Letter No. C. Per. 9-12 of 1-12-87 from the chairman, Mysore T.B.

6) submitted with a typed statement.
Mo 11/12 ~~Sec~~ 13/12

The diaries that are ~~need~~ from the Chairmen of both the ~~BB~~ do not give correct ~~view~~ of work turned out during the month. Therefore it is better to present an abstract to be enclosed to

This file was found mixed up with other files' issues. I regret very much for the delay.

For all delays ~~by~~ by the clerk, he says the file was found mixed up with other files. How the file leaves its place & gets itself mixed up with other files, I cannot understand. There Boards are on the increase with Sri Hari & he is requested to avoid repetition of such cases

Sec

Diaries of the Chairman of Bangalore and
6408/b. Mysore Trust Boards.

the diary and this abstract should
give at a glance the important
work turned out by the Chairman.
~~They~~ Therefore the chairmen will
be requested to furnish info.
under the headings
provided in the Abstract this
~~with the very object to know the~~
~~work turned out~~

18/12

Secy
~~Asst~~)

EDUCATION SECRETARY
11913
20 DEC 1954
GOVT. OF MYSORE

20/12/54

21/12

Draft letter puts.
Mrs 22/12-23/12

Issue
23/12

To The Chs. B.T.B. & M.T.B.
R 12398-9/D.T.B 52-53-1961-55
~~Code for certain information~~
Revise the form & issue certain instructions
if approved the revised form will
be got printed. yrs 9/1
Mrs 18/1

6408
M

Maintenance of diaries by the Chairmen, C.D.T. Boards.

7

Draft letter is put up.

M. C.
5/2-7/2

Draw
13/2

To

The Director printing S & P.

L 14934 dt 12-3-55

Request to print 260 copies —

Prints sent
M
3.

Bkg.

(1)

DIARY OF SRI R.MADHAVAN, B.E., CHAIRMAN, City Improvement Trust Board, Bangalore, for the month of July 1954.

1-7-54. Inspection of Kumara Park West Extension with the Engineer Officer of the Board.

Office work.

2-7-54. Meeting with the Chief Engineer, re: Departmental Examination.

Office work.

3-7-54. Office work.

4-7-54. Sunday.

5-7-54. Conducted Auction Sale of Shop sites in Jayanagar.

Office work.

6-7-54. Conducted the auction sale of sites in Jayanagar.

Office work.

7-7-54. Conducted auction sale of sites in Jayanagar.

Office work.

8-7-54. Office work.

9-7-54: Inspection of Gavipur Guttahalli and Wilson Garden Extension with the Engineer Officer of the Board.

Office work.

10-7-54. Inspection of Jayanagar and Rajajinagar.

Office work.

11-7-54. Sunday.

12-7-54. Inspection of Kumara Park Extension, Vyali Kaval Extension and Industrial Suburb Area with the Engineer Officer.

Office work.

13-7-54. Office work.

14-7-54. Conducted the Board Meeting.

Office work.

15-7-54. Office work.

16-7-54. Holiday - Lunar Eclipse Day.

17-7-54. Office work.

18-7-54. Sunday.

19-7-54. Conducted auction sale of sites at Jayamahal Extn.

Office work.

20-7-54. Inspection of Industrial Suburb with the Superintendent Electrical Department, and the Sewage Works near Ramachandrapuram.

Office work.

21-7-54. Holiday.

22-7-54. Office work.

23-7-54. Conducted the Board Meeting.
Office work.

24-7-54. Office work.

25-7-54. Sunday.

26-7-54. Office work.

27-7-54. Office work.

28-7-54. Inspection of Kumara Park West Extension.
Office work.

29-7-54. Office work.

30-7-54. Office work.

31-7-54. Office work.

(R.Madhavan)
Chairman,
City Improvement Trust Board,
Bangalore.

AMD)

(3)

C [F. No. 46]

GOVERNMENT OF MYSORE

SECRETARIAT 31 AUG 1954 L.S.G. DEPARTMENT

MYSORE GOVERNMENT SECRETARIAT NO 4053 9 SEP 1954 MUNICIPAL BRANCH

No. C.49/54-55
Encls. One.

OFFICE OF the Chairman,
City Improvement Trust Board,
Bangalore.

Date 4th September 1954.

To

The Secretary to Government,
Local Self Government & Planning Departments.
Bangalore.

Sir,

I enclose herewith my diary for the month of August 1954, for favour of information.

Sr. MA 7/9

Yours faithfully,

(R. Madhavan)
Chairman.

AMD)

Diary of Sri R.Madhavan, B.E., Chairman, City Improvement Trust Board, Bangalore, for the month of August 1954.

1-8-54. Sunday.

2-8-54. Office work.

3-8-54. Office work.

4-8-54. Spot Inspection of Board Members and conducted the Board Meeting.

Office work.

5-8-54. Office work.

6-8-54. Officers' Meeting regarding Vrishabavathi Out-fall scheme.

Office work.

Attended Vidhana Soudha Committee meeting.

7-8-54. Office work.

Attended Court re: Land Acquisition case.

8-8-54. Sunday.

9-8-54. Inspection of Kumara Park West Extension.

Office work.

10-8-54. Casual leave.

11-8-54. Conducted the Board Meeting.

Office work.

12-8-54. Officers' Meeting re: Vrishabavathi out-fall scheme.

Office work.

13-8-54. Office work.

14-8-54. (Holiday). Inspection of the Industrial Suburb.

15-8-54. Sunday.

16-8-54. Office work.

Meeting with the Secretary to Government, L.S.G. and Planning Departments, Chief Engineer and Commissioner for Food, in connection with the Sewage Disposal Scheme of Vrishabavathi Valley.

17-8-54. Meeting with the Personal Assistant re: allotment of sites.

Office work.

18-8-54. Conducted the Board Meeting.

Office work.

19-8-54. Conducted the Departmental Examination for Engineers.
Office work.

(5)

20-8-54. Inspection of Jayanagar Extension with the Engineer Officer in connection with the Selection of a site for the Teachers' College in Jayanagar.

Officers' Meeting regarding the disposal of pending cases of acquisition in several extensions.

Office work.

21-8-54. Office work.

22-8-54. Sunday.

23-8-54. Auctioning of sites in Wilson Garden.

Attended the laying in foundation stone by the Hon'ble Minister, for the Kalidasa House Building Cooperative Society in Rajajinagar.

Office work.

24-8-54. Conducted the Board Meeting.

Office work.

25-8-54. Inspection of Industrial Suburb and Rajajinagar, with the Board Member Sri M.V.Veerappa.

Office work.

26-8-54 to 28-8-54. Office work.

29-8-54. Sunday.

30-8-54. Court work.
&
Office work.

31-8-54. Holiday.

Chairman, 3/9
City Improvement Trust Board,
Bangalore.

AMD)

(6)

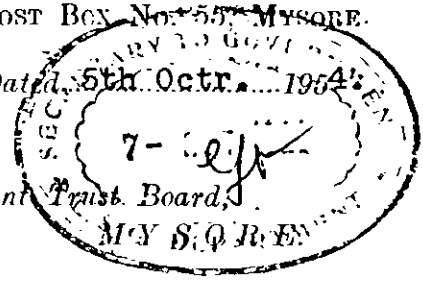
No. C.Per-7-12/54-55.

Encl. One diary.

4784.

OFFICE OF THE CHAIRMAN,
CITY IMPROVEMENT TRUST BOARD,
POST BOX No. 55, MYSORE.

Dated, 5th Octr. 1954.



FROM

SRI S. LINGANNA,
Chairman, City Improvement Trust Board,
MYSORE.

To Sr MA 9/10

Sri G.Venkatakrishna Rao, B.Sc., (Hons), I.A.S.,
Secretary to the Government of Mysore.
Local Self-Government & Planning Departments,
BANGALORE.

SIR,

Subject : Diary for the month of September 1954.

In pursuance of G.O.No.L.11260-4/C.M.127-53-2 dated 8-12-1953, I am forwarding herewith, for kind information of Government, my diary for the month of September 1954.

Yours faithfully,

S. Linganna.
(S.Linganna)
Chairman.
5/10.

Submitted for perusal.
11/10.12/10
DVS)

Shd she not give abstract showing the No of schemes taken up the Completed etc. If not Pl Prescribe before an abstract

(7) ~~(10)~~

MYSORE CITY IMPROVEMENT TRUST BOARD.

1. Diary of Sri S.Linganna,
2. Designation: Chairman,
3. Name of Office: City Improvement Trust Board, Mysore,
4. Period: For SEPTEMBER 1954.

Dates.	Places visited.	Nature of work done.
1-9-54	General holiday (Ganesha Feast)	--
2-9-54	Inspection of Mandi Mohalla.	Current work.
3-9-54	--	Do.
4-9-54	--	Do.
5-9-54	SUNDAY.	--
6-9-54	Lashkar Mohalla inspections.	Current work.
7-9-54	--	Do.
8-9-54	General holiday (Last day of Moharum)	--
9-9-54	--	Current work.
10-9-54	Joint inspections with T.BEngineer.	Do.
11-9-54	Inspection of works along Mala Street.	Do.
12-9-54	SUNDAY.	--
13-9-54	Inspection of works at Karnapur.	Current work.
14-9-54	--	Do.
15-9-54	Inspection of works at Saraswathipuram.	Do.
16-9-54	--	Do.
17-9-54	Inspection with L.S.G.Minister- properties in Makkaji Chowk and Paduvarhalli.	Do.
18-9-54	Inspection of works at Kesare.	Do.
19-9-54	SUNDAY.	--
20-9-54	--	Current work.
21-9-54	Inspection of Fort and K.R.Mohallas.	Do.
22-9-54	Joint inspection with T.B.Engineer.	Do.
23-9-54	--	do.
24-9-54	Inspection of Devaraja Mohalla.	Do.
25-9-54	--	Do.
26-9-54	SUNDAY.	--
27-9-54	General Holiday (Commencement of Dasara).	--
28-9-54	Inspection with Chief Minister - Additional land asked for by Sarvajana Hostel.	Current work.
29-9-54	Meeting with the Trustees	T.B.Meeting and current work.
30-9-54		Current work.

S.Linganna
Chairman. 5/10.

DVS)

No. 46J - -

GOVERNMENT OF MYSORE

No. 2831
Encls. Enclosures

OFFICE OF Chairman, City Improvement Trust Board, Bangalore.

Le988

13 OCT

MUNICIPAL BRANCH

Date 12th October 1954.

To

The Secretary to Government,
Local Self Government & Planning Departments,
Bangalore.

SECRETARY TO GOVT. OF MYSORE 15 OCT 1954

Sir,

SrimR 16/10

I am desired to submit herewith the diary of Sri R.Madhavan, B.E., Chairman, City Improvement Trust Board, Bangalore, for the month of September 1954 for the information of Government.

Yours faithfully,

Ramappa 16.X.54.

(P.Ramappa)
for Chairman.
(Chairman on leave)

AMD)

(9) (8)

Diary of Sri R.Madhavan, B.E., Chairman, City Improvement Trust Board, Bangalore for the month of Septr 1954.

1-9-54. Holiday.

2-9-54. Office work.

3-9-54. Office work - issued instructions to the Superintendent Accounts Section in regard to the passing of pending bills of Government Pleader.

4-9-54. Office work.

5th & 6th. Sunday and Casual leave.

7-9-54. Met the President, Secretary and Members of the Kodandarama Cooperative Housing Society and discussed disposal of sites offered to them. Gave necessary instructions to the Engineer Officer for allotment of sites.

Office work.

8-9-54. Holiday.

9-9-54. Spot Inspection by the Board Members and conducted the Board Meeting.

Officers' Meeting with the Minister for Revenue and Public Works.

Office work.

10-9-54. Office Work.

11-9-54. Office work.

12-9-54. Sunday.

13-9-54. Office work.

14-9-54. Meeting with the Local Self Government & Planning Secretary to Government, regarding the Vrishabavathi Valley Scheme.

Office work.

15-9-54. Conducted the Board Meeting regarding allotment of sites.

Office work.

16-9-54. Conducted the monthly meeting of the Board.

Office work.

17-9-54. Office work.

18-9-54. Office work.

19-9-54. Sunday.

20-9-54. Inspection of Jayanagar Extension in connection with the formation of a Link Road from Jayanagar East to Mental Hospital. The person whose land would be acquired protested against acquisition. Instructions were given to the Engineer Officer to submit suitable proposals.

Inspection of Lakkasandra village Extension. Dr~

(8) (10)

Dr.Govindaswamy, Superintendent, Metal Hospital, desires to have 3 Bungalow sites for putting up small quarters for the patients coming from outside places.

Inspected Sampigehalli layout with reference to an approach road for the Ashram.

Office work.

21-9-54. Accompanied the Minister for Local Self Government and Public Health on his inspection of Kumara Park West Extension in connection with the site allotted to Sri V.M.Lingiah.

Followed the Minister on his inspection of sites asked for Teachers' College in Jayanagar Extn.

Office work.

22-9-54. Conducted the Board meeting in the morning.

Office work.

23-9-54. Casual leave.

24-9-54. Office work.

25-9-54 to 30-9-54. Casual leave and availed General Holidays.

(Sd.)R.Madhavan,

Chairman,
City Improvement Trust Board,
Bangalore.

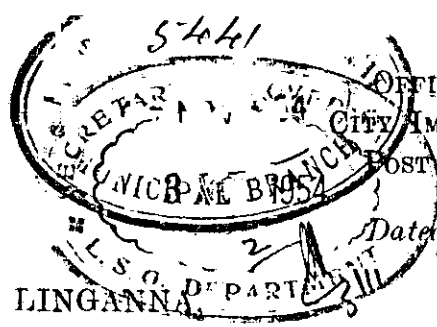
AMD)

"Copy"

for Chairman,
City Improvement Trust Board,
Bangalore.

No. C.Per-8-12.

Encl. One diary.



11

OFFICE OF THE CHAIRMAN,
CITY IMPROVEMENT TRUST BOARD,
POST BOX NO. 55, MYSORE.

Dated 1st Nover. *1954*.

FROM

SRI S. LINGANNA,
Chairman, City Improvement Trust Board,
MYSORE.

TO

Sri G.Venkatakrishna Rao, B.Sc.,(Hons), I.A.S.,
Secretary to the Government of Mysore.
Local Self-Government & Planning Departments,
BANGALORE.

SIR,

Subject : Diary for the month of October 1954.

In pursuance of Government Order No.L.11260-4/C.M. 127-53-2 dated 8-12-1953, I am forwarding herewith, for kind information of Government, my diary for the month of October 1954.

Yours faithfully,

(S.Linganna)
Chairman.

1/11/54

DVS)

1. Diary of SriS.Linganna,
2. Designation: Chairman,
3. Name of Office: City Improvement Trust Board, MYSORE.
4. Period: OCTOBER 1954.

Dates.	Places visited.	Nature of work done.
1-10-54	--	Current work
2-10-54	General Holiday(Gandhi Jayanthi)	--
3-10-54	Sunday	--
4-10-54	Inspection ofworks at Saraswathipuram.	Current work.
5-10-54	--	Do.
6-10-54	General Holiday(Ayudhapooja)	--
7-10-54	Do. (Vijaya Dasami)	--
8-10-54	Inspn. of works behind All India Radio.	Current work.
9-10-54	Do. of Paduvarhalli	Do.
10-10-54	Sunday.	--
11-10-54	Auction sale of sites in St.Circle.	Current work.
12-10-54	Inspn. of Fort and K.R.Mohallas.	Do.
13-10-54	--	Do.
14-10-54	--	Do.
15-10-54	Inspn. of Mandi Mohalla.	Do.
16-10-54	Inspn. of Kurubarhalli and Kesare works.	Do.
17-10-54	Sunday.	--
18-10-54	--	Current work.
19-10-54	Inspn. of Lashkar Mohalla	Do.
20-10-54	--	Do.
21-10-54	Inspn. of Devaraja Mohalla	Do.
22-10-54		Do.
23-10-54	Jt.inspection of Mohallas with T.B.Engr.	Do.
24-10-54	Sunday.	--
25-10-54	General Holiday (Naraka Chaturdasi)	--
26-10-54	Inspn. of Chamaraja Mohalla.	Current work.
27-10-54	General Holiday (Bali Padyami)	--
28-10-54	Inspn. with Trustees, T.B.Meeting.	Current work.
29-10-54	--	Do.
30-10-54	--	Do.
31-10-54	Sunday.	--

S Linganna 2/10
Chairman.

C. F. No. 46]

GOVERNMENT OF MYSORE

13

No. 126/Sh.S (See one)
Encls.

OFFICE OF The Chairman,
City Improvement Trust Board,
Bangalore.

MYSORE GOVERNMENT SECRETARIAT MUNICIPAL BRANCH 5571 9 NOV 1954

Date 4th November 1954.

To

The Secretary to Government,
Local Self Government and Planning Departments,
Bangalore.

SECRETARIAT 5 1954 63 D P S

Sir,

Sri MA 8/11

I enclose herewith my diary for the month of October 1954, for favour of information.

6/11

Yours faithfully,

(B.V. Vittal Murthy)
Chairman.

5/11/54

Diary of Sri B.V. Vittal Murthy, B.Sc., B.Sc.,(Tech), A.M.C.T., 14
Chairman, City Improvement Trust Board, Bangalore, for the month of October 1954.

1-10-54. Vasanthanagar Layout Inspection and Office work.

2-10-54. General Holiday. Gandhi Jayanthi.

3-10-54. Sunday. Met Chairman (Sri R. Madhavan) in his residence and got the tender notification etc., approved and sent them to Office.

4-10-54. Office work. Signed papers and bills. In charge of the Chairman's duties.

5-10-54
6-10-54
7-10-54
8-10-54
9-10-54
10-10-54
11-10-54
12-10-54
13-10-54 Casual leave for seven days and permission to utilise the General Holidays from 5-10-1954

14-10-54. Office work. In charge of the duties of the Chairman.

15-10-54. Anjanappa Garden Layout. Mysore Road Conversion papers. Inspection of spot with regard to grant of land to Sri N. Rudriah in exchange for land taken for continuation of the Albert Victor Road.

16-10-54. Office. Morning Office being Saturday.

17-10-54. Sunday.

18-10-54. Trust Board Meeting--Baba huts and Underbridge--at 9-30 A.M.

10-30 A.M. Trust Board Meeting to consider the B.V. Krishna Iyengar Road Scheme at 10-30 A.M.

19-10-54. Inspection of Rajajinagar. Underground drainage proposals and Road works--Oaklipuram Layout--Office.

Evening Vasanthanagar Layout inspection with Sri D.R. Puttanna. Protest application against the formation of the road by one resident. Later went to Rajajinagar to meet the Mayor of the Corporation and the Corporators.

20-10-54. Office work. Disposal of papers.

21-10-54. Office work. Inspection cancelled owing to heavy rains.

22-10-54. Office work. Inspection cancelled owing to rains.

23-10-54. Saturday. Morning Office.

24-10-54. Sunday.

25-10-54. Deepavali. General Holiday.

26-10-54. Trust Board Meeting at 8-30 A.M. to consider the B.V. Krishna Iyengar Road Scheme. Spot Inspections. 11 A.M. ordinary meeting of the Trust Board.

27-10-54. General Holiday--Balipadyami.

28-10-54. Industrial Suburb Inspection and Office. Meeting in Corporation Commissioner's Chambers at 3-30 P.M.

P.T.O.

15

to consider the memorandum prepared by the Corporation to be submitted to the Planning Commission for grant of loan to implement Water Supply, Under-ground Drainage and Slum Clearance Schemes.

29-10-54. Office--Passing of bills--Disposal of references etc.

31-10-54. Saturday--Morning Office.

31-10-54. Sunday.

B.V. Vittal Murthy 5/11/54

(B.V. Vittal Murthy)
Chairman,
City Improvement Trust Board,
Bangalore.

No. C.Per-9-12.

Encl. One diary.

OFFICE OF THE CHAIRMAN,
CITY IMPROVEMENT TRUST BOARD,
POST BOX NO. 55, MYSORE.

Dated 1st Decr. ..... 1954.

FROM

SRI S. LINGANNA,
Chairman, City Improvement Trust Board,
MYSORE.

TO

Sri G.Venkatakrishna Rao, B.Sc., (Hons), I.A.S.,
Secretary to the Government of Mysore.
Local Self-Government & Planning Departments,
BANGALORE.

SIR,

Subject : Diary for the month of November 1954.

In pursuance of Government Order No.L.11260-4/C.M. 127-53-2 dated 8-12-1953, I am forwarding herewith for kind information of Government, my diary for the month of November 1954.

Yours faithfully,

S. Linganna.

(S.Linganna)
Chairman.

DVS)

17

1. Diary of Sri S.Linganna,
2. Designation: Chairman,
3. Name of Office: City Improvement Trust Board,
4. Period: November 1954.

Dates.	Places visited.	Nature of work done.
1-11-54	Inspection of works at Saraswathipuram.	Current work.
2-11-54	--	Do.
3-11-54	--	Do.
4-11-54	Inspection of works behind A.I.R.	Do.
5-11-54	Inspection of Mandi Mohalla.	Do.
6-11-54	--	Do.
7-11-54	SUNDAY.	----
8-11-54	--	Current work.
9-11-54	Inspection of Lashkar Mohalla	Do.
10-11-54	Casual leave	----
11-11-54	--	Current work.
12-11-54	Inspection of works in Paduvarhalli	Do.
13-11-54	--	Do.
14-11-54	SUNDAY.	----
15-11-54	Auction sale of shop sites in Thyagaraja Square.	Current work.
16-11-54	Joint inspection with T.B.Engineer.	Do.
17-11-54	Inspection. with Trustees, Spl.Meeting of the Board.	Do.
18-11-54	--	Do.
19-11-54	Inspection of Devaraja Mohalla	Do.
20-11-54	Casual leave	-----
21-11-54	SUNDAY	-----
22-11-54	Inspection of K.R. and Fort Mohalla	Current work.
23-11-54	--	Do.
24-11-54	Inspection with Trustees, Board meeting.	Do.
25-11-54	--	Do.
26-11-54	Inspection of Chamaraja Mohalla	Do.
27-11-54	--	Do.
28-11-54	SUNDAY	----
29-11-54	Inspection of Nazarbad Mohalla	Current work.
30-11-54	--	Do.

S.Linganna.
(S.Linganna) 1/12
Chairman.

DVS)

Appendix F.G.—1]

SUBJECT ..... Maintenance of diaries 18

.....

.....

Diary No. of letter replied to.....

Mysore Government Secretariat

( )

the *195*

3 copies

Date of issue.....

Signed by.....

flgz

List of enclosures.....

Copied by..... In afternoon

Examined by.....

Section ITB

File No. 12398-9/6 72. 33.

Serial No. 1

6-1-55

No.

To the Chairman, C.I.T.B, Mysore

the ST, ST, Bangalore

Sir,

I am directed to invite reference to the go WL 11260-64/C. M 127-53-2 dt 8-12-53 on the above subject and to state that while sending monthly diaries, information may also be furnished under the heads ~~as~~ specified in the form enclosed. This form may kindly be adopted as appendix 'C' to the go dt 8-12-53

Y.T.

AC 4/1

29/1

S.M. Asst Sec

STATEMENT SHOWING THE LAYOUTS SANCTIONED ETC.

-1-

1. Total estimated cost of layouts sanctioned by Government.	Amount spent by the Board during the month.	Amount spent by the Board upto the end of the month.	Total Number of sites available for disposal on the 1st of the month.	Disposed of: By auction (a)	Disposed of: without auction (b)
1	2	3	4	5	

-2-

2. Number of layouts sanctioned by Government	Number of layouts inspected by the Chairman.	Number of works checked measured by the Chairman
Amount realised by sale of sites during the month.	2	3

3. Number of references to be replied to Government as on 1st of every month.	Number of references received from Government.	Total	Number replied	Balance
1	2	3	4	5

4. Whether the Chairman inspected the Subordinate offices and if so, how many. Has he sent copy of the inspection notes to Government for information?

5) Advance due to Govt. up to the end of previous month

6) Advance paid to Govt during this month.

7) Loans due to Govt upto the end of previous month

8) Advance / loans paid to Govt during this month

Mysore Government

L. 12398-9/57a 2-54-1

Decr. 4

6-1-55

Asst.

Education &

s

1) The Chairman,
City Improvement Trust Board, Bangalore,

2) -do- Mysore.

Subject:- Maintenance of Diaries.

I am directed to invite reference to the Government Order No.L.11260-64/C.M.127-53-2 dated the 8th December 1953 on the above subject and to state that while sending monthly diaries, information may also be furnished under the heads specified in the form enclosed. This form may kindly be adopted as appendix 'C' to the Government Order dated 8-12-1953.

Yours faithfully,

(V. Hanumanthappa) 3/1/55

Asst. Secretary to Government,
Education & L.S.G. Departments.

LNS.3.31/12.

APPENDIX 'C'.

21

1.

Total estimated cost of layouts sanctioned by Government	Amount spent by the Board during the month	Amount spent by the Board upto the end of the month	Total No.of sites available for disposal on the 1st of the month	Disposed of: by auction (a)	Disposed of: without auction (b)
1	2	3	4	5	

2.

Amount realised by sale of sites during the month	Names of layouts inspected by the Chairman
1	2

3.

No.of references to be replied to Government as on 1st of every month	No. of references received from Government.	Total	No.replied	Balance
1	2	3	4	5

4. Whether the Chairman inspected the Subordinate offices and if so, how many. Has he sent copy of the inspection notes to Government for information.

5. Advance due to Government upto the end of previous month

6. Advance paid to Government during the month

7. Loans due to Government up to the end of previous month.

8. Amount of loan paid to Government during the month.

3/1/53

(V. Hanumanthappa)
Asst. Secretary to Government,
Education & L.S.G. Departments.

LNS.3.31/12.

Appendix F.G.—1]

22

SUBJECT Revised form – maintenance of diaries by the chairmen of the C.D.T. Boards of Bangalore & Mysore

Diary No. of letter replied to.....

Mysore Government Secretariat

( )

the *195* .

Date of issue.....

Signed by.....

T.S.
a copy please
(with a copy of the form)

List of enclosures.....

Copied by.....

Examined by.....

Section 4B.

File No. 72. 54

Serial No. 2.

No. L 14934 G
To 12-3-55

The ~~Director~~ Director of ~~Stationery~~ Printing, Stationery & Publications.

Sir,

I am directed to send herewith a copy of letter No. L 12398-9/S.T.B. 72-53-1 & 6-1-55 with its enclosures ~~and~~ on the above subject and to request you to get 250 copies of this letter printed and supplied to the Municipal Deptt of the Secretariat

yours etc
Asst Secy.
for Sec

APPENDIX 'C'

1.

Total estimated cost of layouts sarctioned by Government.	Amount spent by the Board during the month.	Amount spent by the Board upto the end of the month	Total No. of sites available for disposal on the 1st of the month.	Disposed of	
				by auction (a)	without auction. (b)
1	2	3	4	5	

2.

Amount realised by sale of sites during the month.	Names of layouts inspected by the Chairman
1	2

3.

No. of references to be replied to Government as on 1st of every month.	No. of references received from Government.	Total	Number replied	Balance
1	2	3	4	5

4. whether the Chairman inspected the subordinate offices and if so, how many? Has he sent copy of the inspection notes to Government for information.

5. Advance due to Government upto the end of previous month.

6. Advance paid to Government during the month.

7. Loans due to Government up to the end of previous month.

8. Amount of loan paid to Government during the month.

- - - -

For Secretary to Government,
Education & L.S.G.Departments.

knr-2/7.3

GOVERNMENT OF MYSORE

24

No.L.12398-9/ITB. 72-53-1 7-9

Mysore Government
General and Revenue Secretariat,

Bangalore, dated...6-1-55...*195* :

FROM

The Assistant Secretary to the Government of Mysore,
Education & Local Self-Government Departments,

To

1. The Chairman, City Improvement Trust Board, Bangalore;
2. The Chairman, City Improvement Trust Board, Mysore.

SIR,

Subject: Maintenance of Diaries

I am directed to invite reference to the Government Order No.L.11260-64/C.M. 127-53-2 dated the 8th December 1953 on the above subject and to state that while sending monthly diaries, information may also be furnished under the heads specified in the form enclosed. This form may kindly be adopted as appendix 'C' to the Government Order dated 8-12-1953.

Yours faithfully,

SD /V.Hanumanthappa/
Asst. Secretary to Government,
Education & L.S.G.Departments.

knr/7.3

/ C O P Y /

for Secretary to Government,
Education & L.S.G.Departments.

2

APPENDIX 'C'

1.

Total estimated cost of layouts sarctioned by Government.	Amount spent by the Board during the month.	Amount spent by the Board upto the end of the morth	Total No. of sites available for disposal on the 1st of the morth.	Disposed of	
				by auction (a)	without auction. (b)
1	2	3	4	5	

2.

Amount realised by sale of sites during the month.	Names of layouts inspected by the Chairman
1	2

3.

No. of references to be replied to Government as on 1st of every month.	No. of references received from Govern ent.	Total	Number replied	Balance
1	2	3	4	5

4. whether the Chairman inspected the subordinate offices and if so, how many? Has he sent copy of the inspection notes to Government for information.

5. Advance due to Government upto the end of previous month.

6. Advance paid to Government during the month.

7. Loans due to Government up to the end of previous month.

8. Amount of loan paid to Government during the morth.

For Secretary to Government,
Education & L.S.G.Departments.

knr-2/7.3

S.O.

GOVERNMENT OF MYSORE.

EDUCATION AND LOCAL SELF-GOVERNMENT DEPARTMENTS.

G.O. No. L. 14934—I.T.B. 72-54-2, dated 12th March 1955.

Diaries.

Maintenance of —— by the officers of the City Improvement Trust Boards of Bangalore and Mysore.

ORDER No. L. 14934—I.T.B. 72-54-2, DATED BANGALORE, THE 12th MARCH 1955.

MYSORE GOVERNMENT SECRETARIAT,

No. L. 12398-9—I. T. B. 72-53-1. *Bangalore, dated the 6th January 1955.*

FROM

The Secretary to the Government of Mysore,
Education and Local Self-Government Departments.

To

1. The Chairman, City Improvement Trust Board, Bangalore.
2. The Chairman, City Improvement Trust Board, Mysore.

Subject.—**Maintenance of Diaries.**

Sir,

I am directed to invite reference to the Government Order No. L. 11260-64—C.M. 127-53-2, dated the 8th December 1953, on the above subject and to state that while sending monthly diaries, information may also be furnished under the heads specified in the form enclosed. This form may kindly be adopted as Appendix 'C' to the Government Order dated 8th December 1953.

Yours faithfully,

B. M. KRISHNAN,
Secretary to Government,
Education and Local Self-Government Departments.

Fxd.—B-G.S.

No. L. 14934—I.T.B. 72-54-2, DATED 12TH MARCH 1955.

APPENDIX 'C'

1—

Total estimated cost of layouts sanctioned by Government	Amount spent by the Board during the month	Amount spent by the Board up to the end of the month	Total No. of sites available for disposal on the 1st of the month	Disposed of	
				by auction (*a*)	without auction (*b*)
1	2	3	4	5	

2—

Amount realised by sale of sites during the month	Names of layouts inspected by the Chairman
1	2

3—

No. of references to be replied to Government as on 1st of every month	No. of references received from Government	Total	Number replied	Balance
1	2	3	4	5

4. Whether the Chairman inspected the subordinate offices and if so, how many? Has he sent copy of the inspection notes to Government for information.	
5. Advance due to Government up to the end of previous month.	
6. Advance paid to Government during the month.	
7. Loans due to Government up to the end of previous month.	
8. Amount of loan paid to Government during the month.	

WD 4651 —GPB—513—5-4-55

S.O.

GOVERNMENT OF MYSORE

LOCAL SELF-GOVERNMENT AND PLANNING DEPARTMENTS.

Cricular No. L. 11260-64—C.M. 127-53-2, dated 8th December 1953.

Diaries

Maintenance of —— by the Officers of the Bangalore Corporation, City Municipalities and the Trust Boards.

CIRCULAR

ORDER No. L. 11260-64—C.M. 127-53-2, DATED BANGALORE, THE 8TH DECEMBER 1953.

Maintenance of Diaries by all Executive Officers showing main items of work done and their out-door visits is a wholesome practice which the Manual of Circulars and Standing Orders enjoins on them. This system is in vogue in all the Departments of Government. But Diaries are not being maintained by Officers in the Municipalities and Trust Boards though the nature of duties performed by them needs keeping a similar record of the day to day work done by them. Government therefore wish to impress the necessity of maintaining diaries by officers working in the Corporation, the City Municipalities and the officers of Trust Boards of Mysore and Bangalore and issue the following instructions in this regard :—

(1) The Diaries of Heads of Departments working in the Corporation and the City Municipalities should be submitted monthly to the Commissioner and in the case of Trust Boards to the Chairmen.

(2) The form of the Diary should as far as possible conform to the pattern given in Appendix "A" in the General Departments. The Diaries to be submitted by officers of the Engineering and Health Departments may be in the form prescribed for officers in the corresponding Departments of Government with such modifications as may be necessary to suit the local conditions. The form finally adopted may be sent to Government for information.

(3) The Subordinate officers should submit their Diaries to the respective Heads of Departments.

(4) In no case should the submission of the Diary be delayed beyond the 5th of the succeeding month.

(5) The Commissioner, the Chairmen and the Heads of Departments should scrutinise the Diaries immediately on receipt. The Heads of Departments will forward the Diaries of their Subordinates after scrutiny with their remarks to the Commissioner or the Chairman as the case may be, before the 10th of the month.

(6) Whenever any subject is deemed important enough to need following up, a separate communication should be addressed, a mere mention of it being made in the Diary.

(7) The Commissioners of the Corporation and the City Municipalities as well as the Chairmen of the Trust Boards will also send their Diaries to the Secretary to the Government, Local Self-Government and Planning Departments, before the 5th of the month following in the form given in Appendix "B".

(8) The original copy of the Diary maintained by each officer is an official document and ought to form part of the records of the office, which should be handed over to the in-coming officer on transfer.

(9) All the remarks passed on the Diaries should be communicated to the officers concerned for their guidance.

G. V. K. RAO,

Secretary to Government,
Local Self-Government
and Planning Departments.

To—The Commissioner, Corporation of the City of Bangalore (through the Mayor),
The Chairman, City Improvement Trust Board, Bangalore,
The Chairman, City Improvement Trust Board, Mysore.
The Municipal Commissioner, Mysore City Municipality (through the President).
The Municipal Commissioner, Davangere City Municipality.

Exd.—G.R.N.

L. 11260-64—C.M. 127-53-2, DATED 8TH DECEMBER 1953.

APPENDIX 'A'

FORM OF DIARY.

1. Diary of Sri.....
2. Designation.....
3. Name of the office.....

For the month of ..... 19 (to be submitted before the 5th of the succeeding month).

Date	Place visited	Nature of work done (summarise briefly and intelligently reserving details for the respective files or for a special report)

Abstract of the diary (to be put up on the Facing Sheet of the Diary).

.....	Assessed Tolls taxes	Octroi	Other Miscellaneous dues
1. D.C.B. of taxes and other dues—			
(i) Opening balance of arrears			
(ii) Demand taken to account during the month			
(iii) Total			
(iv) Collections			
(v) Closing balance			
2. (i) Amount to be recovered at the beginning of the month as per audit objection.			
(ii) Amount objected during the month ...			
(iii) Total			
(iv) Total amount recovered during the month ...			
(v) Balance at the end of the month ...			
3. Petitions.—			
(i) Number of petitions with the Officer at the beginning of the month.			
(ii) Number received during the month ...			
(iii) Total			
(iv) Number enquired into and report submitted to President/Commissioner/Head of the Department.			
(v) Balance at the end of the month ...			
4. Records.—			
(i) Number of records pending at the beginning of the month.			
(ii) Number of records received during the month			
(iii) Total			
(iv) Number of records attended to and submitted			
(v) Balance pending at the end of the month ...			
5. Number of unauthorised constructions detected during the month and reported.			
6. (i) Number of distraint warrants with the officer at the baginning of the month.			
(ii) Number of distraint warrants received during the month.			
(iii) Total			
(iv) Number of distraint warrants executed during the month.			
(v) Balance at the end of the month ...			
7. Number of octroi smuggling cases detected and reported.			

No. L. 11260-64—C.M. 127-53-2, dated 8th December 1953.

APPENDIX 'B'

Form of Diary.

I.

1. Diary of Sri .....
2. Designation .....
3. Name of the office .....

For the month of ..... 19 (to be submitted before the 5th of the succeeding month).

Date	Place visited	Nature of work done (summarise briefly and intelligently reserving details for the respective files or for a special report).

II

Sl. No.	Items	Number pending at the beginning of the month	Number recevied during the month	Total	Number disposed of	Remarks
1	References from Government					
2	References from subordinate and co-ordinate offices.					
3	Petitions					
4	Periodical reports and returns					
5	Other categories of business if any (each item to be entered separately).					

Inspection.

Office under immediate charge .....

(*a*) Frequency of inspection .....

(*b*) Duration of inspection .....

Place ..... *Signature* .....

Date ..... *Designation* .....

G. V. K. RAO,
Secretary to Government,
Local Self-Government and
Planning Departments.

WD 1368—GPB—520—9-1-54